MISSOURI

TSA

"How to start a TSA Chapter in 10 easy steps"

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Starting a TSA Chapter

Starting a chapter is easy if you lay some groundwork. First, learn all about TSA and what it offers. Without proper preparation, you could be up against administrative opposition or be unable to ignite the interest of your students.

What is TSA? What can TSA do for you, your students and your school? If you know the answers to questions like these, then you'll be able to dispel doubts your principal or students may have about starting a chapter.

Goals of Technology Education

Because technology is and integral part of the American Culture, it is necessary for schools to provide students with an appreciation and understanding of the role and dynamics of technology in our society. Technology springs from the human abilities to reason, solve problems, create, construct, and use materials imaginatively. The study of technology, integrated into the school curricula, promotes the development of these abilities and prepares students for a fulfilled and responsible adulthood.

Technology education goals at the elementary, middle school, and high school levels focus on students acquiring specific abilities and perspectives.

1. Through the use of tools, materials, and the design and technology process, student learning at the elementary level will be enhanced and contribute to overall personal development and technological awareness.
2. Students at the middle school level will gain a greater understanding of technology's role in contemporary society, including future career opportunities and related programs of study.
3. Technological skills and knowledge attained by students at the high school level will yield occupational readiness, consumer awareness, and personal enrichment.
4. Student members of the Technology Student Association (TSA) will develop leadership skills, pride in work well done, and high standards of technical ability, scholarship, and safety.

Through TSA membership students:

- ❖ Learn from leadership training.
- ❖ Develop and increase individual civic pride, responsibility, and involvement.
- ❖ Participate in service activities and projects for the benefit of others.
- ❖ Are provided the opportunity for individual growth, development, and maturation according to one's own interests and abilities.

- ❖ Are involved in projects for one's chapter, school, community, and self.
- ❖ Meet and work with leaders from business, industry, and the community to gain additional career information and exposure.
- ❖ Participate in local, state, and national conferences.
- ❖ Learning how to share with others—by leading, following, and making decisions that affect oneself and other members.
- ❖ Share in all the benefits and membership services provided through local, state, and national membership affiliation.

Through TSA membership schools and advisors:

- ❖ Promote, expand, and improve the total technology education program.
- ❖ Create additional means of developing student interest in broad-based learning.
- ❖ Promote the school, with visibility provided through school and community projects.
- ❖ Provide opportunities for students to integrate learning experiences from other instructional areas.

Through TSA membership your community:

- ❖ Benefits from a productive group that is oriented to serve the community.
- ❖ Gains a more highly skilled potential workforce.
- ❖ Will gain recognition for the community's students.

Since 1978, TSA has been serving technology education students and instructors by successfully fulfilling their needs in Technology Education.

Mission

The mission of the Technology Student Association is to prepare our membership for the challenges of a dynamic world by promoting technological literacy, leadership, and problem solving, resulting in personal growth and opportunities.

The TSA Creed

I believe that Technology Education holds an important place in my life in the technical world. I believe that there is a need for the development of good attitudes concerning work, tools, materials, experimentation and processes of industry.

Guided by my teachers, artisans from industry, and my own initiative, I will strive to do my best in making my school, community; state and nation better places in which to live.

I will accept the responsibilities that are mine. I will accept the theories that are supported by proper evidence. I will explore on my own for safer, more effective methods of working and living.

I will strive to develop a cooperative attitude and will exercise tact and respect for their individuals.

Through the work of my hands and mind, I will express my ideas to the best of my ability.

I will make it my goal to do better each day the task before me and to be steadfast in my belief in my God and my fellow Americans.

The TSA Motto

"Learning to live in a technical world"

Logo / Emblem

The TSA emblem is a rectangular shape with three parts. The middle section and the largest part of the emblem contains the letters TSA in a very large, bold print. The letters are white on a blue background. Below these letters and about one-third the size, is the name of the association--Technology Student Association--in white letters on a red background. The top portion of the emblem is a blank red rectangular shape, the same size as the bottom area. This portion is intentionally left blank so that each state can put its own name on the emblem, if desired.

The emblem is symbolic of the association's commitment to modern technology and its impact on the future. The letters of the emblem mean the following:

"T” represents all facets of technology and its contribution to making America the great nation it is today

"S” represents the students of the organization and is a symbol of strength, structure, and the cooperative efforts necessary in achieving the association's goals

"A” represents the association and its local, regional, state, and national activities

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TEN STEPS TO STARTING A TSA CHAPTER

(The following information can be learned in an interactive environment with other Missouri Schools at our Annual Fall Leadership Connections Conference in early October. You can find more information about this conference at: http://www.dese.state.mo.us/divvoced/tsa_student_conferences.htm)

1. The organizing committee

- ❖ Select a few enthusiastic students to organize a TSA chapter.
- ❖ Encourage this group to become familiar with TSA before they begin.
- ❖ For single sections, select four or five students from the class.
- ❖ For school-wide chapters, select at least one representative from each class or lab course.

The committee should elect a chairperson to serve until the chapter is officially underway. This organizing committee is the first step in putting chapter control in the hands of the students. **The two main duties of the organizing committee will be to draft a local bylaws (NECESSARY FOR OBTAINING A CHARTER) and to plan a membership campaign**. The bylaws are the framework for how the chapter will be run. You can find a fill-in word document for your bylaws at: http://www.dese.state.mo.us/divvoced/forms.htm#TSA

2. The recruitment meeting

To introduce TSA to the other students conducts a recruitment meeting. Use school announcements, bulletin boards, fliers and word-of-mouth to promote the meeting.

Here's a simple format for the meeting:

- ❖ Introduce organizing committee members.
- ❖ Have the chairperson or advisor deliver an overview of the "*TSA Power Point*".
- ❖ Show the TSA recruitment video *"TSA Open Doors"*.
- ❖ Present the idea of forming a chapter to the class for debate.
- ❖ If the class is in favor of forming a chapter, present the bylaws. If the class likes it, have them vote to pass the bylaws.
- ❖ When the bylaws have been passed, plan the membership drive.
- ❖ Explain the dues and set a deadline for paying them.

3. The membership drive

After planning you will begin your membership drive. Appoint a representative from each classroom to collect dues until officers are elected and you have a treasurer. When collecting dues, keep several things in mind:

- ❖ Adhere to school policy.
- ❖ Set a deadline that is early enough to allow you to meet both your local, state and national deadlines. The national priority date for membership is October 1 (see the affiliation booklet for your state deadline.) The sooner your affiliations are received, the quicker your service starts.
- ❖ Record the names of paid members on your TSA Chapter Affiliation Booklet. If paying dues is difficult for students, hold a fund-raiser to pay the dues for the entire class (everyone should participate in the event.)

You can access the affiliation form at:
http://dese.mo.gov/divcareered/tsa_membership_information.htm

4. Officer elections

Hold elections for chapter officers. Keep the election simple. For instance, you could hold a meeting and request nominations for candidates then have a show of hands to elect officers.

To encourage enthusiasm, conduct a political campaign. For that, appoint a committee to develop election guidelines (dates, application procedures and nominee requirements).

5. The officers' first order of business

Hold a meeting of the newly elected officers. **The first item of business should be petitioning the state for a charter.** First, make sure your school does not already have a charter. If it has, then you don't need another. Find out by calling your state advisor. If you do need a charter you can find a charter application to complete at: http://dese.mo.gov/divcareered/tsa_official_charter_info.htm. Send the original and a copy of the application along with a copy of your bylaws to your state advisor:

Doug Miller
Missouri TSA State Advisor and
Supervisor of Technology Education
Missouri Department of Elementary and Secondary Education
P.O. Box 480
Jefferson City, Missouri 65102-0480

6. Chapter committees

The chapter president establishes the following standing committees:

- ❖ Membership Service
- ❖ Public Relations
- ❖ Social/Recreational
- ❖ Fund Raising
- ❖ Bylaws
- ❖ Recognition
- ❖ Sponsorship
- ❖ Nominating

A complete description of each committee and its function is in the TSA Chapter Program Kit**.**

7. Develop a Program of Work (aka, Calendar of Activities)

The chapter's Program of Work and the chapter's project goals, is a plan for the year. Establish a Program of Work Committee to come up with the plan and make recommendations to each standing committee. To help chapters plan Program of Work you can find a sample in the **TSA Chapter Program Kit** available from National TSA. Missouri TSA calendar of activities

8. Vote on the Program of Work

Once the tentative Program of Work is selected, present it to **all** members for their approval. The program directly influences the TSA year.

9. Get the necessary materials

A well organized TSA chapter uses all of its available resources such as the:

- ❖ *TSA Chapter Program Kit* *is available from National TSA*
- ❖ *Curricular Resources Guide for Middle School/High School*
  is available from National TSA
- ❖ *TSA Information Directory is available from National TSA*
- ❖ *Secretary's Guidebook*
- ❖ *Treasurer's Guidebook*
- ❖ *Parliamentary Procedure Resource also available by*
  phone at Parliamentary Procedure Instructional Materials
  Center, 1-800-863-2256
- ❖ **Contact the Missouri TSA State Advisor about the**
  process for receiving your Official Charter for your new
  Chapter Email to: W.Doug.Miller@dese.mo.gov

10. The advisor's continuing role

TSA's philosophy is that students manage their chapter, so your role should lessen as the year goes by. But the best advisors remain an active part of the chapter; advisors are official members. After starting a chapter, the advisor's duties include the following:

- ❖ Maintain student enthusiasm.
- ❖ Provide guidance as needed.
- ❖ Clarify or point out what students might neglect.
- ❖ Encourage chapter evaluation.
- ❖ Relate TSA activities to classroom learning, community life
  and the student's future roles in society.
- ❖ Set standards for members to follow by being a positive role
  model.

CURRICULUM EVENT INFORMATION

(Click on the item title below to view)

High School Program Event Information
Middle School Program Event Information
Competitive Event Themes

TSA'S HISTORY

To view the historical information of TSA go to: http://www.tsaweb.org/about/history.html

TSA PUBLICATIONS ONLINE

To view the TSA Publications and ordering information Online go to:
http://www.tsaweb.org/publications/

The greatest pitfall for advisors is doing all the work alone. Not only is this unfair, but it wears them out and deprives the *students of the rewards of running a chapter. Let students run the show!*

MISSOURI TSA INC., BOARD OF DIRECTORS

To view the contact information for the Missouri TSA Inc., go to:
http://dese.mo.gov/divcareered/tsa_board_of_directors.htm